

# CTG UK Ltd.

## Carbon Reduction Plan for UK PPN 06/21

**Supplier Name: Computer Task Group (UK) Limited**  
**Publication Date: 5th June 2023**

### COMMITMENT TO ACHIEVING NET ZERO

CTG UK Ltd. is committed to achieving Net Zero greenhouse gas (GHG) emissions by 2040, for Scope 1 and Scope 2.

### BASELINE EMISSIONS FOOTPRINT

*Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emission reductions can be measured.*

Baseline Year: 2021	
<p>CTG UK Ltd.'s carbon footprint baseline measurement was calculated for the time period starting on the 1<sup>st</sup> of January 2021 and ending on the 31<sup>st</sup> of December 2021.</p> <p>The accompanying report focused on Scope 1 emissions (direct emissions) and Scope 2 emissions (indirect emissions) emitted by CTG UK Ltd. The data was provided by CTG and calculated by LC Energy in accordance with the UK Government Greenhouse Gas (GHG) Conversion Factors for Company Reporting.</p> <p>The report provided a baseline from which CTG UK Ltd. can plan, adapt and focus its operations to negate and offset all greenhouse gas emissions.</p>	
<b>Baseline year emissions: 2021</b>	
<b>EMISSIONS</b>	<b>TOTAL (Tonnes CO2 eq.)</b>
<b>Scope 1</b>	<b>0 Tonnes CO2 eq.</b>
<b>Scope 2</b>	<b>4.07 Tonnes CO2 eq.</b>
<b>Scope 3 (Included Sources)</b>	<b>Calculate 2021 Scope 3 emissions by the end of 2022.</b>
<b>Total Emissions</b>	<b>4.07 tCO<sub>2</sub>eq.</b>
Reporting Year: 2022	
<p>CTG UK Ltd.'s carbon footprint has been remeasured for the time period starting on the 1<sup>st</sup> of January 2022 and ending on the 31<sup>st</sup> of December 2022.</p>	

<b>Baseline year emissions: 2021</b>	
<b>EMISSIONS</b>	<b>TOTAL (Tonnes CO2 eq.)</b>
<b>Scope 1</b>	<b>0 Tonnes CO2 eq.</b>
<b>Scope 2</b>	<b>0 Tonnes CO2 eq.</b>
<b>Scope 3 (Included Sources)</b>	<b>11.85 Tonnes CO2 eq.</b>
<b>Total Emissions</b>	<b>11.85 Tonnes CO2 eq.</b>

To achieve Net Zero, CTG UK Ltd. have adopted the following carbon reduction targets:

- Maintain Scope 2 carbon emissions at 0 tCO2eq. by 2040. This is a reduction of 100% from 2021.
- Encourage cultural and behavioural change to reduce electricity usage and will offset the remaining emissions through international and UK projects where possible.
- Strive to keep Scope 1 emissions at 0 tCO2eq.
- Offset remaining emissions through international and/or UK carbon removal schemes.

## COMPLETED CARBON REDUCTION INITIATIVES

### Scope 2

#### UK electricity

- Switch to green energy suppliers across UK site by 2040, achieved by 2022
- Reduce energy use through cultural and behavioural change. (i.e., how frequently the kettle is used, do all the lights need to be on, air con/heating on timer)
- Install renewable alternatives if possible (i.e., solar to generate own electricity)

### Scope 3

#### Calculate scope 3 emissions by the end of 2022

- Calculate Upstream Distribution, Waste Disposal, Business Travel, Commuter Miles, Downstream Distribution

## PLANNED CARBON REDUCTION INITIATIVES

### Scope 1

#### Heating & Fuels

- I. Continue to not burn any fuels onsite

### Scope 2

#### UK electricity

- II. Remain on a renewable energy tariff for energy usage at head office to keep UK Electricity emissions at 0 Tonnes CO2 eq.

### Scope 3

- I. Not increase the current 1 day a week in office and 4 working from home
- II. Travel to Brussels for annual meetings via Eurostar rather than by air to minimise emissions
- III. Encourage car sharing amongst employees
- IV. Encourage the use of public transport amongst employees
- V. Encourage recycling and waste reduction amongst employees

### Other recommendations

- Calculate Scope 3 emissions of purchased goods and services to gain a better understanding of supply chain emissions
- Offset emissions through verified carbon offset projects
- Engage in corporate tree planting
- Continue to calculate emissions annually to monitor progress

## DECLARATION AND SIGN OFF

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol Corporate Standard and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements. When the required subset of Scope 3 emissions is reported they will be in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body) of CTG UK Ltd.

### Signed On Behalf of The Supplier:

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**Date:** 08 June 2023 .....

<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup> <https://ghgprotocol.org/standards/scope-3-standard>